



Department of Development Services

Zoning and Building Safety Divisions
 300 Park Avenue, Suite 300W, Falls Church, VA 22046
 Phone: 703-248-5080 (TTY 711) Fax: 703-248-5214
 permits@fallschurchva.gov www.fallschurchva.gov

APPLICATION FOR FENCE OR SHED

(Application and Review Required. No Permit or Fee.)

TRACKING NO.

Instructions: This application is for residential fences and sheds that do not require a permit or a fee. Indicate below the type of work, fence or shed, and be certain your project meets the requirements indicated for not requiring a permit. The City will review your application and contact you with the results.

ADDRESS OF BUILDING

Street Address _____ Unit # _____ Falls Church, VA _____ Zip Code _____

OWNER/APPLICANT

TENANT/LESSEE INFORMATION ☐ NONE

Name		Phone <input type="checkbox"/> H <input type="checkbox"/> O <input type="checkbox"/> C		Name		Phone <input type="checkbox"/> H <input type="checkbox"/> O <input type="checkbox"/> C	
Address				Address			
City	State	Zip Code		City	State	Zip Code	

TYPE OF WORK

☐ Fence

- Submit a plat with the fence location highlighted and the height noted. Height is limited to seven (7) feet in required side and rear yards, four (4) feet in front yards. Required yards are defined by code (setbacks) and may differ from perceived yards on your property
- Fill in below the description of the type of fence, including length
- If this fence protects a swimming pool, a full Building Permit is required

☐ Shed

- Submit a plat showing the location of the shed. It must be at least five (5) feet from the property line and ten (10) feet from the main building
- No more than one story, twelve (12) feet to the midline of the roof
- Must comply with all provisions of the Virginia Uniform Statewide Building Code, even though no permit is issued.
- Must be less than 200 square feet and may not have electric, plumbing or gas connected. If it is over 200 square feet, or has any of those connections, a full Building Permit is required.

GENERAL DESCRIPTION OF WORK

SIGNATURE

I hereby certify the proposed work is authorized by the property owner and I have been authorized by all involved parties to make this application. I also certify the work meets the requirement for being done without a permit, as outlined above. We agree to conform to all applicable laws, codes, and ordinances of the City of Falls Church.

Signature of Applicant _____	Date _____	Address _____	
Print Name _____	Phone to Call When Permit Ready _____	City _____	State _____ Zip Code _____
e-mail address (optional) _____		<input type="checkbox"/> Phone <input type="checkbox"/> e-mail <input type="checkbox"/> Postal mail Preferred method of contact for questions/when ready	

The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act. This document will be made available in alternate format upon request. Call 703-248-5080 (TTY 711).

OFFICIAL USE ONLY

Approved as compliant with Chapter 48 of the Zoning Code _____ <i>John C. Boyle, Zoning Administrator</i> _____ Date	Approved by Public Works _____ <i>Michael Collins, Director of Public Works</i> _____ Date
Approved by Urban Forestry _____ <i>Kate Sutalo, Urban Forestry/Arborist</i> _____ Date	